

## ZONING APPEALS BOARD (51)

### *AGENCY PLAN: STATEMENT OF PURPOSE, GOALS AND BUDGET SUMMARY*

#### STATEMENT OF PURPOSE:

As a quasi-judicial body, the Board's primary role is to hear and rule on appeals for relief or relaxation of the provisions and requirements of the Zoning Ordinance from any person, firm, partnership or corporation, or by any officer, department, commission, board, or bureau of the City aggrieved by a decision of an enforcing officer or any decision made by the Buildings and Safety Engineering Department, where rigid enforcement could cause the appellant undue hardship or jeopardize equity or prevent proper utilization of property.

#### AGENCY GOALS:

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question and the general public.
3. Respond to City Council and administration referrals.
4. Develop recommendations for amendments to the Zoning Ordinance where appropriate and necessary.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

#### AGENCY FINANCIAL SUMMARY:

2006-07 <u>Requested</u>		2005-06 <u>Budget</u>	2006-07 <u>Recommended</u>	Increase (Decrease)
\$ 925,382	City Appropriations	\$ 706,709	\$ 843,651	\$ 136,942
\$ 925,382	Total Appropriations	\$ 706,709	\$ 843,651	\$ 136,942
\$ 171,500	City Revenues	\$ 171,500	\$ 105,000	\$ (66,500)
\$ 171,500	Total Revenues	\$ 171,500	\$ 105,000	\$ (66,500)
\$ 753,882	NET TAX COST:	\$ 535,209	<u>\$ 738,651</u>	\$ 203,442

#### AGENCY EMPLOYEE STATISTICS:

2006-07 <u>Requested</u>		2005-06 <u>Budget</u>	04-01-06 <u>Actual</u>	2006-07 <u>Recommended</u>	Increase (Decrease)
<u>13</u>	City Positions	<u>13</u>	<u>11</u>	<u>6</u>	<u>(7)</u>
13	Total Positions	13	11	6	(7)

#### ACTIVITIES IN THIS AGENCY:

	2005-06 <u>Budget</u>	2006-07 <u>Recommended</u>	Increase (Decrease)
Land Use Controls	\$ 706,709	\$843,651	\$ 136,942
Total Appropriations	\$ 706,709	\$843,651	\$ 136,942

## **ZONING APPEALS BOARD (51)**

### ***LAND USE CONTROLS ACTIVITY INFORMATION***

#### **ACTIVITY DESCRIPTION: LAND USE CONTROLS**

The Board of Zoning Appeals' primary role is to hear and decide appeals and review any order, requirement, decision or determination made in the enforcement of the City of Detroit Zoning Ordinance. The Board has certain discretionary powers in making its decision to comply with the powers granted to it by the local zoning ordinance and State Enabling Act. Any adjustment or reversal must conform to the provisions of the zoning ordinance and provide neighborhood and commercial stabilization.

#### **GOALS:**

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question, and the general public.
3. Respond to City Council and administration referrals.
4. To adhere and implement the adopted amendments to the new Zoning Ordinance where appropriate and provide workshops and training sessions for Board Members and staff.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

#### **MAJOR INITIATIVES FOR FY 2005-06 and FY 2006-07:**

Several projects are underway to improve services: The Department is working with the City Planning Commission to complete the comprehensive amendments to the City's new Zoning Ordinance.

The Department has streamlined the procedures for processing each appeals case. An appeal, which was formerly heard within sixty (60) days, is now heard before the Board of Zoning within thirty (30) days after it is received.

The Department is using a new digital camera and proxima projector system to provide a first-class visual presentation at The Board of Zoning Public Hearings. This system has made a major improvement at the Board's Public Hearings.

#### **PLANNING FOR THE FUTURE FOR FY 2006-07, FY 2007-08 and BEYOND:**

The Department is currently planning to work with the ITS Department to develop a computer database that will allow the Board of Zoning Appeals to improve the log-in, tracking and processing of documents relative to each Board Case.

The Department is also planning for the adoption and implementation of the new City of Detroit Zoning Ordinance, which may result in additional responsibilities for the Department and training for the Board Members and staff.

In the interest of improving the level of service, the Department will be developing a strategic plan, including both the level of services and staffing over a five (5) year horizon using ongoing performance measurements.

## ZONING APPEALS BOARD (51)

### *LAND USE CONTROLS MEASURES AND TARGETS*

<b>Type of Performance Measure:</b> List of Measures	<b>2003-04 Actual</b>	<b>2004-05 Actual</b>	<b>2005-06 Projection</b>	<b>2006-07 Target</b>
<b>Inputs: Resources Allocated or Service Demands Made</b>				
Cases appealed	220	225	200	200
<b>Outputs: Units of Activity directed toward Goals</b>				
Zoning variance request processing from submission of application	30 days	30 days	30 days	30 days
Referrals response time	7 days	5-7 days	5-7 days	5-7 days
<b>Efficiency: Program Costs related to Units of Activity</b>				
Percentage completed of computer upgrade	90%	95%	95%	95%
<b>Activity Costs</b>	<b>909,589</b>	<b>845,953</b>	<b>706,709</b>	<b>843,651</b>

**CITY OF DETROIT  
ZONING (51)**

**Financial Detail by Appropriation and Organization**

<b>Board of Zoning Appeals Ordinance Admin Land Use Controls</b>	<b>2005-06 Redbook</b>		<b>2006-07 Dept Final Request</b>		<b>2006-07 Mayor's Budget Rec</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<i>APPROPRIATION ORGANIZATION</i>						
00183 - Land Use Controls						
510010 - Board of Zoning Appeals Ordinance Admin	13	\$706,709	13	\$925,382	6	\$843,651
<b>APPROPRIATION TOTAL</b>	<b>13</b>	<b>\$706,709</b>	<b>13</b>	<b>\$925,382</b>	<b>6</b>	<b>\$843,651</b>
<b>ACTIVITY TOTAL</b>	<b>13</b>	<b>\$706,709</b>	<b>13</b>	<b>\$925,382</b>	<b>6</b>	<b>\$843,651</b>

**CITY OF DETROIT**  
**Budget Development for FY 2006-2007**  
**Appropriations - Summary Objects**

	2005-06 Redbook	2006-07 Dept Final Request	2006-07 Mayor's Budget Rec
<b>AC0551 - Land Use Controls</b>			
<i>A51000 - Board of Zoning Appeals</i>			
SALWAGESL - Salary & Wages	324,298	478,353	383,759
EMPBENESL - Employee Benefi	192,309	337,512	282,565
PROFSVCSL - Professional/Con	100,500	20,000	100,500
OPERSUPSL - Operating Supplie	5,820	5,820	4,000
OPERSVCSL - Operating Service	83,283	82,747	69,879
OTHEXPSSL - Other Expenses	500	950	950
FIXEDCHGSL - Fixed Charges	0	0	1,998
<i>A51000 - Board of Zoning Appeals</i>	706,709	925,382	843,651
<b>AC0551 - Land Use Controls</b>	<b>706,709</b>	<b>925,382</b>	<b>843,651</b>
<b>Grand Total</b>	<b>706,709</b>	<b>925,382</b>	<b>843,651</b>

**CITY OF DETROIT**  
**Budget Development for FY 2006-2007**  
**Appropriation Summary - Revenues**

	2004-05 Actuals	2005-06 Redbook	2006-07 Dept Final Request	2006-07 Mayor's Budget Rec	Variance
<b>A51000 - Board of Zoning Appeals</b>					
<i>00183 - Land Use Controls</i>					
448115 - Other Fees	103,014	171,500	171,500	105,000	(66,500)
<i>00183 - Land Use Controls</i>	103,014	171,500	171,500	105,000	(66,500)
<b>A51000 - Board of Zoning Appeals</b>	<b>103,014</b>	<b>171,500</b>	<b>171,500</b>	<b>105,000</b>	<b>(66,500)</b>
<b>Grand Total</b>	<b>103,014</b>	<b>171,500</b>	<b>171,500</b>	<b>105,000</b>	<b>(66,500)</b>

**CITY OF DETROIT**  
**MAYOR'S 2006/2007 RECOMMENDED BUDGET**

**Board of Zoning Appeals**

Appropriation	REDBOOK FY 2005	DEPT REQUEST	MAYORS FY 2006
Organization	2006 FTE	FY 2006 2007	2007 FTE
Classification			
<b>00183 - Land Use Controls</b>			
<b>510010 - Board of Zoning Appeals Ordinance</b>			
Director - Board of Zoning App	1	1	1
Asst to the Dir-Zoning Appeals	1	1	1
Zoning Inspector	2	2	2
Executive Secretary III	1	1	1
Office Assistant III	1	1	1
Zoning Appeals Bd Chairperson	1	1	0
Zoning Appeals Board Member	6	6	0
<b>Total Board of Zoning Appeals Ordinance Ad</b>	<b>13</b>	<b>13</b>	<b>6</b>
<b>Total Land Use Controls</b>	<b>13</b>	<b>13</b>	<b>6</b>
<b>Agency Total</b>	<b>13</b>	<b>13</b>	<b>6</b>